

**REVIEWER / READER REPORT**  
**ORC DOCUMENT # 2**

**INSTRUCTIONS, FORMS AND  
CRITERIA FOR REVIEW**

**TITLE X FAMILY PLANNING MALE RESEARCH PROJECT  
APPLICATIONS**

**OBJECTIVE REVIEW COMMITTEE**  
**Date to be announced**

## **REVIEWER / READER REPORT**

### **INSTRUCTIONS**

**The attached pages include criteria to be used by the Objective Review Committee (ORC) members to determine the adequacy and merit of applications requesting Federal assistance under Section 1004 (Research) of Title X of the Public Health Services Act.**

**The ORC serves in an advisory capacity to provide advice to awarding officials based on the independent evaluation of the technical merits of grant applications reviewed. This advice takes the form of written recommendations for approval, deferral, or disapproval of each application before the ORC. The awarding official will consider committee recommendations along with other information in making his/her decision.**

**Under no circumstances should committee members discuss the review with or advise applicants of their recommendations or committee deliberations.**

**The Chairperson will ensure that the report reflects the committee's actions.**

**All Reviewers and Readers will complete a written REVIEWER/READER REPORT for each application, and bring all the REPORTS to the meeting. DO NOT OFFICIALLY SCORE APPLICATIONS PRIOR TO THE ORC MEETING.**

**After the completion of deliberations concerning each application, the committee will vote on approval or disapproval of the application. ONLY THOSE APPLICATIONS WHICH ARE APPROVED WILL BE GIVEN A NUMERICAL SCORE BY EACH COMMITTEE MEMBER.**

### REVIEWER /READER REPORT

<b>Grantee/Applicant:</b>	<b>Competing Male Research 03</b>
<b>Funds Requested: \$</b>	<b>Grant Number:</b>
<b>Project Period Requested:___ Years</b>	<b>Reviewer:</b>

**The Reviewer/Reader should summarize strengths and weaknesses of the application. This summary is to be prepared in writing and copies brought to the ORC meeting.**

## **CRITERIA FOR REVIEW**

**Criteria # 1:**The applicant-s presentation of a detailed evaluation plan, indicating an understanding of program evaluation methods and reflecting a practical and technically sound approach to assessing the project-s achievement of program objectives, as well as the intent and ability to participate in a cross-cutting evaluation of all projects funded under this announcement.

### **Points to Consider:**

- \$     The applicant presented a thoroughly described approach to evaluation that was systematic and logical.
- \$     The applicant demonstrated an understanding of program evaluation methods.
- \$     The applicant-s evaluation plan reflected a practical and technically sound approach to assessing the project-s project-s achievement of program objectives.
- \$     The proposed plan proposes to evaluate individual program activities, the program as a whole, and its impact on the target audience.
- \$     It is likely that the approach will adequately assess program progress toward goals and objectives
- \$     The applicant demonstrated the intent and ability to participate in a cross-cutting evaluation of all projects funded under this announcement.
- \$     There is evidence that the proposed plan is part of an integrated system, such as a logic model, for planning, monitoring and evaluation of program activities.
- \$     The evaluation component of the project is under the direction of a person or persons with expertise in program evaluation.

**25 Total Points Possible**

**\_\_\_ Total Points Received**

**Criteria # 2: The capability of the applicant to provide family planning and reproductive health information, education and/or clinical services to males as evidenced by the applicant-s past and present history of providing a variety of services to males, such as social, health, recreational, educational, and/or vocational services.**

**Points to Consider:**

- \$ The applicant demonstrates experience in providing social, health, recreational, educational and/or vocational services to males.**
- \$ Evidence that the proposed project activities are consistent with Title X Program requirements, legislative mandates, and compliance with state reporting laws regarding sexual abuse;**
- \$ Evidence that the proposed family planning and related preventive health information, education (including abstinence education), and/or clinical services are appropriate to culture, age, and language of the target audience.**
- \$ Evidence that the applicant organization has a history of success in recruiting and retaining males in program activities.**
- \$ Evidence of effectiveness in working with hard-to-reach and diverse populations.**
- \$ Evidence that the proposed project will provide family planning and related health information, skills and support to young males that will encourage the debut of sexual activity until after adolescence and preferably until marriage. (As applicable)**

**20 Total Points Possible**

**\_\_\_\_ Total Points Received**

**Criteria # 3: The applicant-s presentation of the proposed budget, including: a clear description of need for the project; a theoretical rationale for the approach to be used, as well as its demonstrated effectiveness; measurable goals and objectives; methods for achieving objectives; and statement of expected results.**

**Points to Consider:**

- \$ Application contained a clear description of the need for the project, including statistical indicators as they apply to the catchment area and target population.**
- \$ The application clearly stated the theoretical rationale for the approach to be used by the project.**
- \$ The demonstrated effectiveness of the theoretical rationale to be used is clearly stated.**
- \$ The application contains goals and objectives which are measurable and clearly stated.**
- \$ Methods for achieving objectives are clearly stated.**
- \$ The application contains a reasonable statement of expected results.**
- \$ Budget is reasonable and adequate to meet the goals and objectives of the project.**
- \$ Budget justification is clear and relates to project plan.**
- \$ The staffing pattern is appropriate for the work plan and includes a health educator as applicable.**
- \$ Budget allows for at least two meetings annually with the Office of Family Planning.**
- \$ Description of the facility is adequate to meet the needs of the participants.**

**20 Total Points Possible**

**Total Points Received**

**Criteria #4:**The feasibility of the proposed project and likelihood that the results will contribute to body of knowledge regarding the delivery of acceptable, culturally competent, cost effective family planning and reproductive health information, education, and clinical services to males.

**Points to Consider:**

- \$     **The proposed project appears feasible.**
- \$     **Goals, objectives and proposed activities clearly relate to utility, replicability and cost-effectiveness of community-based family planning and related health programs serving males.**
- \$     **The likelihood that the proposed project will result in a program model which is adaptable to other populations and settings.**

**The proposed project focuses on one or more of the following areas as they relate to males:**

- **Testing of existing curricula or models for providing information and education to males regarding male development and reproductive health, relationships, responsibility, extra-marital abstinence, marriage and family formation, fatherhood, contraceptive services, and STD prevention;**
- **Modifying and testing existing curricula or models for providing male family planning/reproductive health information, education and/or clinical services to different, identified categories (e.g., different age groups, geography, race/ethnicity, etc.);**
- **Testing of innovative approaches for providing family planning/reproductive health counseling and services to males.**
- \$     **The proposed project utilizes an existing curriculum or an adaptation of an existing curriculum (as applicable) - no project funds will be used for curriculum development.**
- \$     **The proposed curriculum (or adaptation) has been evaluated and found to be successful in other settings or with other populations.**
- \$     **The proposed project is appropriate to the age, language and culture of the target population.**

**15 Total Points Possible**

**\_\_\_ Total Points Received**

**Criteria #5: The administrative and management capability of the applicant, including competency of the proposed staff in relation to the type of research proposed, the project period, and the adequacy of the applicant's resources for the project.**

**Points to consider:**

- \$ The applicant demonstrates a broad range of expertise and skill in administering community-based programs that involve the target population, including managing resources.**
- \$ The budget is reasonable and adequate to meet the goals and objectives of the project, including a budget narrative that is clear and thoroughly addresses all requested items.**
- \$ Evidence of the intent to involve the PHS Project Officer in planning and approval of plans and utilization of resources.**
- \$ Evidence of the capacity to develop and manage a program that will provide family planning and related health information, education and/or services appropriate to the target population and that will comply with Title X requirements.**
- \$ Evidence of the capacity to collect, maintain and report data as required in the RFA.**
- \$ The proposed staffing plan includes persons with administrative, management and programmatic capability sufficient to establish and administer the project.**
- \$ The applicant demonstrates familiarity with and competency in relation to the type of research proposed.**
- \$ The applicant demonstrates adequate resources to establish and administer the project.**
- \$ The application contains position descriptions for persons supported with grant funds and resumes of key personnel, if available.**

**10 Total Points Possible**

**\_\_\_\_ Total Points Received**



**Criteria #6: The capacity of the applicant to make rapid and effective use of grant assistance, including evidence of ability to modify program activities if indicated.**

**Points to consider:**

- \$ Evidence of established financial management policies and procedures, which guide the use of grant funds, including audit procedures and contracting arrangements.**
- \$ Description of the methodology for establishing the budget and tracking expenditures related to the Male Research program.**
- \$ Evidence of ability to be flexible in use of resources in response to evolving program needs.**
- \$ Description of a plan for developing linkages with other clinical and social service providers.**
- \$ Evidence of established infrastructure for providing program activities as described in the RFA, including availability and expertise of staff.**
- \$ Organizational infrastructure and capacity of the applicant is adequate to make rapid and effective use of grant funds.**
- \$ The applicant demonstrates the capacity and intent to utilize a system for planning, monitoring and evaluation of program activities (such as a logic model) which includes a mechanism for feedback and program modification as indicated.**

**10 Total Points Possible**

**Total Points Received**

## REVIEWER/READER RATING SHEET

Regardless of overall recommendation given an application, it is important that each criteria be rated separately.

<b>Unacceptable</b>	<b>Poor</b>	<b>Good</b>	<b>Excellent</b>
<b>Under 50</b>	<b>50-69</b>	<b>70-89</b>	<b>90-100</b>

<b>CRITERIA</b>	<b>TOTAL POINTS POSSIBLE</b>	<b>RATING SCORE</b>
<b>1. The applicant's presentation of a detailed evaluation plan, indicating an understanding of program evaluation methods and reflecting a practical and technically sound approach to assessing the project's achievement of program objectives, as well as the intent and ability to participate in a cross-cutting evaluation of all projects funded under this announcement.</b>	<b>25</b>	
<b>2. The capability of the applicant to provide family planning and reproductive health information, education and/or clinical services to males.</b>	<b>20</b>	
<b>3. The applicant's presentation of the proposed project.</b>	<b>20</b>	
<b>4. The feasibility of the proposed project and likelihood that the results will contribute to the body of knowledge regarding the delivery of acceptable, culturally competent, cost effective family planning and reproductive health information, education and clinical services to males.</b>	<b>15</b>	
<b>5. The administrative and management capability of the applicant.</b>	<b>10</b>	
<b>6. The capacity of the applicant to make rapid and effective use of grant assistance requirements of the project.</b>	<b>10</b>	
<b>TOTAL</b>	<b>100</b>	